

**COURSE GUIDE: DEVELOPMENTAL GUIDANCE IN PRIMARY  
EDUCATION**

**COURSE CODE: PED 421**

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## **Content**

### **Introduction.....**

### **About the Course.....**

Course Aims.....

Course Objectives.....

Working Through This Course.....

Course Materials.....

Study Units.....

Assignment File.....

Presentation Schedule.....

### **Assessment.....**

Tutor Marked Assignments (TMA ).....

Course Marking Scheme.....

### **How to Derive Maximum Benefit From This Course**

Tutors and Tutorials.....

### **SUMMARY.....**

## **PED 421 COURSE GUIDE**

### **INTRODUCTION**

The course PED 421: Developmental Guidance in Primary Education is a two credit unit course designed for 400 Level undergraduates running the B.A.(Ed)/Primary Education programme, of the National Open University of Nigeria, Lagos.

This course guide tells you briefly what the course is all about, the course materials you will need and how you can derive maximum benefit from the customised self-instructional materials. It also provides hints on your Tutor-Marked Assignments, details of which will be given to you at your study centre. Tutorial sessions, where you can seek clarifications on the course materials will be arranged for you at your centre. It is in your own interest to attend the sessions! The time and venue will be made known to you at your centre.

### **2. The COURSE**

The three-module course is designed to equip the teacher-trainees with the methods, approaches, and strategies required to teach developmental guidance in primary education. The first module introduces you to developmental guidance of children; where the meaning of developmental guidance and various guidance needs of primary school children were clearly stated. The second module deals with the child behaviour and guidance, and the third module deals with counselling in the primary school; where various counselling methods could help the young children.

The ability to get the right guidance at the right time is an essential ingredient in the development of the child. A child who is counselled in time of difficulty is bound to learn from his /her mistakes and move forward to achieve success in life.

At the end of this course, you are expected to be able to identify the likable problems and needs of children and how would you as guidance tutor help the children of the primary school age.

## **Course Aims**

The aim of this course is to expose you to the general guiding principles required of primary school age children. You will learn that apart from the school counsellors, there are other people that could guide children in their education. The aims of the course are to:

- Introduce you to guidance principles in primary education.
- Teach you the roles of the school Counsellors and their identity.
- Enumerate the guidance needs of children in the primary school.
- Differentiate between the social guidance needs and the emotional guidance needs.
- Enable you appreciate the collaborative efforts of parents, teachers and counsellors in guidance services delivery at the primary school.

## **Course Objectives**

By the end of the course, you should be able to:

- Enumerate the roles of the school guidance counsellors.
- List the guidance needs of children in the primary School.
- Identify the social and emotional guidance needs of primary school children.
- Identify the guidance needs of children in the primary school.
- Compare the social guidance needs and emotional guidance needs of primary school children.
- Enumerate the collaborative efforts of parents, teachers and counsellors in guidance services delivery in the primary school.

## **3. WORKING THROUGH THE COURSE**

You are required to spend a lot of time and commitment to studying this course, you are required to read books and other materials. You will need to find out more about the examples given to illustrate certain points. You will need to spend three hours on each unit of this course.

We advise that you avail yourself of the opportunity of the tutorial sessions, where you benefit from clarifications from your course facilitators, and the interaction with your colleagues.

## **Course Materials**

The components of the course are:

You will be provided with the following materials:

- a. Course Guide,
- b. Study Units.
- c. Textbooks
- d. Assignment file
- e. Presentation schedule

## **Study Units**

The following are the study units contained in this course:

### **Module1 Developmental Guidance and the Child**

Unit 1: Overview of Developmental guidance

Unit 2: Educational Guidance Needs of Children

Unit 3: The Social Guidance Needs of a Primary School Child.

Unit 4: The Emotional Guidance Needs of a Primary School Child.

Unit 5: Personal Guidance Needs of a Primary School Child.

### **Module 2 Child Behaviour and Guidance**

Unit 1: Understanding Human Behaviour.

Unit 2: Problem of Adjustment and Learning.

Unit 3: Role and Responsibilities of the School Personnel in the Administration of Guidance Programme.

Unit 4: Personnel Interrelationship within Developmental Guidance Services.

Unit 5: Developmental Guidance.

### **Module 3 Counselling in the Primary School.**

Unit 1: The Counselling Process in Elementary Education.

Unit 2: Group Counselling.

Unit 3:The Teacher and Developmental Group Counselling.

Unit 4:The Elementary School Counsellor.

Unit 5:Consultation with Parents.

Each study unit consist of three hours work and includes the specific objectives, Direction for study, reading materials and other sources. Each unit consists of Self assessment exercise questions, which would test you on what you have read in the course material. The self assessment exercise help you to assess your progress and to reinforce your understanding of the material. These exercises together with the Tutor Marked Assignments will assist you in achieving the stated objectives at the beginning of each unit.

### **Recommended Textbooks**

These textbooks are necessary for you. You should try to buy them yourself.

1. Makinde,O.(1985). *Fundamental of Guidance Counselling*. London: Macmillan Publishing Ltd.
2. Baker,S.(1996). *School Counselling in the Twenty First Century*. USA: Prentice Hall.

### **Presentation Schedule**

Dates for prompt completion and submission of your TMAs and attendance of tutorials will be reflected in your course materials. You should remember to submit all assignments at the stipulated date and time. You should work as scheduled, and do not lag behind in your work!

### **Assignment File**

You will find details of works you are to submit to your tutor for marking in your assignment file. The marks you obtain for your assignments will count towards the final mark you obtain for this course. Further information on assignments will be found in the Assignment File itself and in the assessment section of this Course Guide. Each unit of this course has at least two assignments. These assignments are meant to help you understand the course and assess your progress.

## **4. ASSESSMENT**

There are three aspects to the assessment for this course. The first is in form of the Self-Assessment Exercises, the second are the Tutor-Marked Assignments, and the third is the written examination/end of course examination.

You are advised to attempt the exercises with all sincerity as that will assist you greatly. In tackling the assignments, you are expected to apply the information, knowledge and techniques gathered during the course. The assignments must be submitted to your tutor/facilitator for formal assessment in accordance with the deadlines stated in the presentation schedule and the assignment file. The work you submit to your tutor for assessment will account for 30% of the total course score. At the end of the course, you will sit for a final or end of course examination of about three hours duration. This examination will form 70% of the total score for the course.

### **Tutor-Marked Assignments (TMAs )**

The TMA is a continuous assessment component of your course. It accounts for 30% of the total score. You are required to submit at least four (4) TMAs before you are allowed to sit for the end of course examination. The TMAs would be given to you by your facilitator, and would be returned to you after they have been graded.

Assignment questions for the units in this course are contained in the assignment file. You will be able to complete your assignment from the information and materials contained in your study units and references. However, it is desirable to demonstrate that you have read and researched into other references; this will give you a wider view point and a deeper understanding of the subject.

Ensure that each assignment reaches your facilitator before the deadline in the presentation schedule and assignment file. If for any reason you cannot complete your work on time , contact your facilitator before the assignment is due, to discuss the possibility of extension. Extension sought after the due date, will not be granted.

### **End of Course Examination and Grading**

The end of course examination for this course will be about three hours, and will account for 70% of the total course score. The questions will be fashioned after the self-testing, practice exercise and tutor-marked assignments that you

have previously encountered during your course. All areas of the course will be examined.

Utilise the time between the last unit and the commencement of your examination to revise the whole course. You might find it useful to review your self-test, TMAs, and comments on them before the examination. The end of course examination covers information from all parts of the course material.

The time for the examination is not fixed, but you will be given adequate notice of the examination.

### **Course Marking Scheme**

#### **Assessment**

#### **Marks**

Assignment 1-4

The best three (3) of the four Assignments will be rated based on 10% Each, making a total of 30% of the course Marks.

End of course examination

70% of overall course marks.

Total

100%.

### **How to Derive Maximum Benefit from this Course**

- 1) In distance learning, the study units replace the university lectures. This is one of the great advantages of distance learning; you can read and work through specially designed study materials at your own pace, and at a time and place that suits you. Realise the fact that you are reading the lecture instead of listening to the lecturer. In the same way, a lecturer might assign you some reading materials. The study units tell you when to read, your text materials and recommended books for your further reading. You are provided exercises to attempt at appropriate point in time, just as a lecturer might give in a classroom situation.
- 2) Each of the study units follows a common format. The first item is an introduction to the subject matter of the unit, and how a particular unit is integrated with other units, and the course as a whole. Next to this is a set of learning objectives. These objectives state the mental tasks you should be able to accomplish by the time you have completed the unit.



These learning objectives are therefore, meant to guide your study. The moment a unit is finished, you must go back and check whether you have achieved the objectives. If this is made a habit, you will significantly improve your chances of passing the course.

- 3) The main body of the unit guides you through the required reading from other sources; this is either from your references or a reading section.
- 4) The following is a practical strategy for working through the course: If you run into any trouble, telephone your tutor or visit the study centre nearest to you. Remember, your tutor's job is to help you. When you need assistance, do not hesitate to ask your tutor to provide it.
- 5) Read this Course Guide thoroughly; this is your first assignment!
- 6) Organise a Study Schedule; Design a 'Course Overview' to guide you through the course. Note the time you are expected to spend on each unit and how the assignments relate to the units. Important information, e.g. details of your tutorials, and the date of the first day of the semester is available at the centre. You need to gather all the information into one place, such as your diary or a wall calendar. Decide on whatever method you choose , and write in your own dates and schedule of work for each unit.
- 7) Once you have created your own study schedule, do everything to stay faithful to it. The major reason why students fail is that lag behind in their course work. If you get into difficulties with your schedule, please, let your tutor know before it is too late for help.
- 8) Turn to unit 1, and read the instruction and the objectives for the unit.
- 9) Assemble the study materials. You will need your references and the unit you are studying at any point in time.
- 10) As you work through the unit, you will know what sources to consult for further information.
- 11) Visit your study centre whenever you need up-to- date information.
- 12) Before the relevant due dates ( about 4 weeks before due dates ), visit your study centre for your next required assignment . Keep in mind

that you will learn a lot by doing the assignments carefully. They have been designed to help you meet the objectives of the course and, therefore, will help you pass the examination. Submit all assignments as at when due

- 13) Review the objectives for each study unit to confirm that you have achieved them. If you are not sure about any of the objectives, you can move to the next unit. Study unit by unit through the course, and try to space your study so that you can keep to the schedule.
- 14) When you have submitted an assignment to your tutor for marking, do not wait for its return before starting the next unit. Keep to your schedule. When the assignment is returned, pay particular attention to tutor's comments, both on the tutor-marked assignment form and also the written comments on the ordinary assignments.
- 15) After completing the last unit, review the course and prepare yourself for the final examination. Check that you have achieved the unit objectives ( listed at the beginning of each unit ), and the course objectives ( listed in the Course Guide ) .

## **5. TUTOR and TUTORIALS**

There are 15 hours of tutorial provided in support of this course. You will be notified of the dates, times and venue of these tutorials, as well as the name, and phone number of your facilitator, as soon as you are fixed in a tutorial group.

Your tutor or facilitator will mark and comment on your assignments. He/She keeps a close watch on your progress, so as to render necessary assistance when required. You mail your tutor-marked assignment to your tutor before the scheduled date ( at least two working are require ) . They will be marked by your tutor and returned to you as soon as possible.

Do not hesitate to contact your facilitator by telephone, e-mail, and discuss your problems for necessary assistance.

The following might be circumstances in which you would find help necessary. Contact your facilitator if :

- You do not understand any part of the study units of the assigned readings.
- You have difficulty with the self-test or exercises.
- You have a question or problem with an assignment or with the grading of an assignment.

You should try your best to attend the tutorials. This is the only chance for a face-to-face contact with your course facilitator, and to ask questions which are answered instantly. You can raise any problems encountered in the course of your study. To derive maximum benefit from course tutorials , prepare a list of questions before the tutorial session. You will learn a lot by your active participation in the discussion.

## **6. SUMMARY**

This course intends to introduce you to the general principles under the guidance of a counsellor or any other adults that could lead the primary school age children to success in their studies. Upon completing this course, you will be equipped with the basic knowledge and the step by step guiding principles to make any primary school age child successful in his/her studies. By the time you complete this course, you will be able to answer the following questions:

- What do you understand by developmental guidance?
- What are the roles of a guidance counsellor in your school?
- Who could give educational guidance to children in the primary school?
- Mention ten personal needs of a primary school child?

- What are the social guidance needs of a child in the primary school?
- Is there any need for a child's emotion to be guided at the primary school?
- What are the guidance services available at the primary school?
- Apart from the guidance counsellor, who else could give guidance service to the children of the primary school age?

## **7. CONCLUSION**

There are many other questions that you can answer on this course. To gain the most, from this course, you should try to read more and ask questions. We wish you success in this course and hope that you will find it both interesting and useful. We hope you enjoy your relationship with NOUN and we wish you every success in your future undertakings.